

Executive Seminar in Natural Resources Leadership (ESP)

2021-22 Advisory Board Revised 6-1-22

Kyle Abraham Deputy State Forester Oregon Department of Forestry

Scott Armentrout Executive Vice President Environment, Fish and Wildlife Bonneville Power Administration

Jenn Bies Environmental Operations Director Port of Portland

Lisa Charpilloz-Hanson Director Oregon Watershed Enhancement Board

Edward Campbell Director of Resource Protection & Planning Portland Water Bureau

Debbie Colbert Deputy Director Oregon Department of Fish and Wildlife

MJ Devereux Deputy Director Metro Parks and Nature Debbie Hollen Deputy Regional Forester US Forest Service

Jason Jeans Oregon Assistant State Conservationist Natural Resources Conservation Service

Kim Kratz Assistant Regional Administrator National Marine Fisheries Service

Bryan Mercier Regional Director Bureau of Indian Affairs

Kathy Stangl Deputy State Director Bureau of Land Management

Lisa Sumption Director Oregon Parks and Recreation Department

Jim Unsworth Assistant Regional Director US Fish and Wildlife Service

Richard Whitman Director Oregon Dept. of Environmental Quality

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Advisory Board Role & Planning Cycle

Advisory Board Member Role

The Advisory Board is crucial to the ongoing guidance, direction and success of the Executive Seminar Program. Advisory Board members play five key roles:

- 1. Provide general program oversight and feedback;
- 2. Forecast specific emphases or needs for leadership development in your agency;
- 3. Suggest possible program year themes or areas of focus;
- 4. Suggest specific case study ideas and contacts for further exploration of cases;
- 5. Assist with outreach to your agency and facilitate recruitment.

Meetings and Time Commitment

Specifically, Advisory Board members are asked to participate in two meetings per year: in winter/spring for a two-hour lunch meeting to plan for the coming program year and receive an update on current year; in June for a morning and early afternoon to meet with program participants and to finalize preparations for the coming year. During the year, members assist with outreach and recruitment to their agencies about ESP. Periodic informal consultation by phone, e-mail or-in person at other times of the year with program staff is welcomed and appreciated.

Winter/Spring

- 1. Advisory Board meets to receive update on current program year.
- 2. Brainstorm possibilities for the next year's theme/focus and possible cases.
- 3. Clarify timelines and expectations.

June

- 1. Advisory Board participates in current program year Capstone presentations, meets with cohort members, provides observations and feedback.
- 2. Advisory Board meets following Capstone to finalize coming year theme/focus and cases and to project agency participation in coming year.

August-September

1. Program staff prepares cases and launches recruitment for coming year. Advisory Board members assist with recruitment process. Typical recruitment deadline is September 30.

Questions or more information? Contact Doug Decker, Director, PSU Executive Seminar Program, at 503-901-5510 or <u>doug.decker@pdx.edu</u>